

**Condominium Corporation 9612304**  
**Riverside RV Village**  
**Board of Directors Meeting**  
**September 30, 2017**

**In Attendance:** Rob Berlando, Tanya Boudreault, Vince Kostas, Pete Threlfall, Bev McAllister, Valerie Summers, Linda Muggleston

**1 Call Meeting to Order:** Rob called the meeting to order at 11:12 am.

**2. Park Managers:**

- a. XX reported that Diversified was called a) to repair the boiler in the main building at the front and b) to try to find the glycol leak at the clubhouse.
- b. The Representative for the Reserve Fund study was out and will make his report to the Board within a few weeks.
- c. XX also presented a business plan regarding a gravel rascal which is a machine which would help in maintaining our roads. The cost would be approximately \$4393.00 US (\$5500.00 CA). More research will need to be done before a decision can be made about pursuing this option. XX: will continue to investigate alternate options and sources for similar equipment. **Action:** Check on Canadian company options.
- d. Clubhouse cleaning issues were reviewed and the Park Managers were asked to have a quick review of the checklist on the clubhouse agreement to determine if it addresses post event cleaning adequately.

**3. Approval of Previous Minutes:** Moved by Pete, seconded by Vince to accept the minutes from August 26, 2017 as distributed. Motion Carried. The minutes will be redacted and posted on the website.

**4. Additions to the Agenda:** to number 5 Correspondence - email from Lot XX, Dropbox, 6b - Park Managers Contract.

**5. Correspondence/Emails:**

- a. Lot XX - Lot XX has reported some concerns regarding petty theft from her lot and an issue regarding pet waste not being cleaned up appropriately. **Action:** Newsletter item regarding keeping watch over neighboring properties etc. Security may need to make rounds on a more unscheduled basis. Gate codes may need to be changed.
- b. Lot XX: **Action:** Please check trees which are requested for removal and advise Owners
- c. Dropbox: Access has not changed as yet.
- d. **Action:** Talk with XX to determine the schematic for the office WiFi.

**6. Director Reports:**

**a. President:**

- i A second invoice was received from Lot XX regarding power for the WiFi. **Action:** respond to Lot XX again indicating this Board had no agreement to pay for WiFi power to any Owner.
- ii. Solar Power: **Action:** Look into cost of a solar powered pump to operate the pond fountain.
- iii. Lot XX: Question: Has anyone approved the work being done at lot XX? XX approved the addition of three walls to the existing deck and roof structure.

**Vice President:**

- i. Mileage Expense for compressor for water shutdown: The mileage paid to pick up the compressor will be what we would have paid to rent locally.

**b. Treasurer:**

- i Park Managers Contract: Discussion regarding method of pay over winter months.
- ii Budget: see end of meeting

**c. Park Operations:**

- i. Lot XX has removed the extra shed.
- ii WiFi poles and equipment are now all down.

**d. Secretary:** Lunch has been arranged for the blow down crew for Monday.

**7. Old Business:**

- a. Tree inquiry from XX: (neighbor). Park Ops has determined the tree in question belongs to the park and does need to be removed. Arrangements have been made to have the tree removed.
- b. Changes to the Rules and Regulations: The revised document will be emailed to the Board for approval.
- c. Clubhouse Repair Quotes: Still waiting on one quote. **Action:** Check with one more option for a quote.
- d. New Date for Clubhouse Deck Painting: **Action:** Check with Park Managers on available dates in late June and book.
- e. Bridge Removal Lot XX: Allow Lot XX Owners to pick up the bridge as long as it does not go back over any creek within the park. **Action:** Meet with Owners of Lot XX to convey this.

**8. Budget:** Three companies will quote the cost of engineering studies regarding park roads and water infrastructure. After discussion it was determined that condo fees for 2018 will remain the same. **Action:** Send out condo fee notices in November. **Action:** Get registration form for golf carts organized and send to Val for the November mail out.

**9. Adjournment:** The meeting was moved adjourned at 3:01 pm.

**NEXT MEETING: APRIL 21, 2018 at 10:30 am**